

# California National Guard - Human Resources Office

## Air Active Guard Reserve (AGR) Vacancy

### 1 POSITION

<b>Announcement Number:</b> A10-046		<b>Announcement Date:</b> 25 February 2010	<b>Closing Date:</b> 18 March 2010
<b>Position Title:</b>  <b>PD Title:</b> Accounting Technician <b>Military Title:</b> FIN MGMT/COMP CRFT		<b>Required AFSC:</b> 6F031/6F051/6F071	<b>Required grade at closeout of announcement:</b>  E3-E5
<b>Duty Organization/Location:</b>  129 RQW Moffett FAF, CA	<b>Selecting Official:</b>  129 RQW/FMF		<b>PD Number:</b>  TF-80479000 & AFECD 31JAN10

### Area of Consideration

**STATEWIDE.** All applications will be accepted; however, first consideration will be given to Group A and/or Group B.

### Summary

This position is located in the Air National Guard (ANG) Flying Wing, Financial Management. Its purpose is to perform the full range of responsibilities associated with recording commitments, obligations, reimbursements, refunds, and disbursements for commercial services, accounts control, and travel in various computerized accounting systems. The incumbent possesses a broad knowledge of accounting methods, procedures, and techniques to provide accounting service to the Financial Manager, Commanders, Resource Advisors, higher headquarters, the Defense Finance and Accounting Service, and local, state, and Federal agencies. The incumbent works as an expert on complex issues resolving conflicts with limited guidance from supervisor.

Provides financial decision support, services, and resources to support the Air Force's war-fighting mission. Performs, supervises, manages and directs financial management activities both at home station and deployed locations. Provides customer service. Maintains financial records for pay and travel transactions. Maintains accounting records and prepares reports. Determines fund availability and propriety of claims. Accounts for and safeguards cash, checks, and other negotiable instruments.

### Qualification Requirements

#### ASVAB skill level required for retraining into AFSC 6F0X1: G=57

There are three qualification groups that an applicant is rated:

#### Group A: Applicants that possess the AFSC and Skill Level:

- Enlisted E3 must possess an awarded 3 or higher skill level in the advertised announcement.
- Enlisted E5 and above must possess an awarded 5 or higher skill level in the advertised announcement.
- Must have the rank of the announcement.

#### Group B: Applicants that are current on board CA Air AGR that do not have the AFSC and/or Skill Level:

- Must be on board Air AGR of the California Air National Guard.
- Must have the ASVAB score to enter in the advertised AFSC.
- Must have the rank of the announcement.

#### Group C: Applicants that do not have the AFSC and/or Skill Level and not employed as an Air AGR of the California Air National Guard:

- Must have the ASVAB score to enter advertised AFSC.
- Must have the rank of the announcement.

## Conditions of Employment

- Must be medically qualified under the provisions of AFI 48-123v2. An Induction physical must be conducted within 24 months prior to entry on AGR duty. An AF Form 422 must be completed if physical is more than 30 days old. HIV Test cannot be more than six (6) months old prior to the tour start date. Personnel Age 40 or older are required having a Risk Index calculated, if it exceeds 10,000 a stress EKG is required. Retention Physicals (Every five years) and Flight Physicals are not valid physicals for accession into the AGR Program.
- Reference ANGI 36-101 Paragraph 2.1.3.4. Change to read: "Any member in the Fitness Improvement Program (FIP) is ineligible for entry into any type of AGR or Statutory Program." (Fitness Score Message #08-029 dated 011320Z OCT 08)
- Must be eligible to acquire a minimum of 20 years of active duty prior to his/her mandatory separation date or age 60. (Exceptions may be considered by The Adjutant General).
- Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.
- Individuals must **NOT** be eligible for, or receiving, an immediate Federal (military or civilian) annuity.

## Instructions for Applying

Interested applicants must submit the following mandatory documents. **Records Review RIP must be no more than 30 calendar days old and Physical Fitness Assessment must be no more than 12 months old. Incomplete/expired paperwork will not be considered. Other documents (EPRs/OPRs, Resume, etc.) are optional.**

- **NGB Form 34-1** Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on this form.
- **Copy of Records Review RIP within last 30 days.** May be obtained from your Personnel Records at your unit. For Air Force/Air National Guard you can obtain your Records Review RIP from your Military Personnel Flight or go to <http://www.afpc.randolph.af.mil/vs> (RIP must show your ASVAB scores and awarded AFSCs).
- **Official Physical Fitness Assessment within last 12 months**

### **Do not submit binders, folders, etc**

#### **COMPLETION OF APPLICATION:**

Applicants must type or print in legible dark ink, SIGN AND DATE each application. Failure to sign and date these forms in **ORIGINAL SIGNATURE** will result in non-consideration. **Fax will not be accepted.** Applications will only be accepted if they are physically received in the Human Resource Office by **1630 hours** on the closing date of the vacancy announcement. No exceptions will be made.

#### **MAIL APPLICATIONS TO:**

California National Guard,  
9800 Goethe Road  
BOX 37 Attn: CARSD-J1-HR-Air AGR  
Sacramento, Ca 95826-9101

## Remarks

Federal law prohibits the use of government postage for submission of applications.

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin.